

SOUTHWEST COORDINATING GROUP (SWCG)

July 13, 2004 Meeting Minutes
Flagstaff, AZ

MEMBERS PRESENT: Bill Waterbury (Chair), Pam McAlpin, Bob Lee, Nancy Neskaukas, Jeff Whitney, Bryan Swift/Ken Castro, Willie Begay, Kirk Rowdabaugh, Dugger Hughes

MEMBERS NOT PRESENT: None

GUESTS: Leon Ben, Bruce Greco, Steve Pedigo

The meeting began at 1300, July 13, 2004. Minutes for the May 25, 2004 meeting were reviewed and approved.

MAC GROUP DISCUSSION

- A discussion was held pertaining to meeting with Zone Chairs to discuss Type 2 Team Management and participation in SW MAC Group operations. **Decision:** Dugger to contact Zone Chairs and IC's to see if they can make the next SWCG meeting.
- A discussion was held on trigger points for allowing the SWCC Center Director to take a fire assignment. It was suggested that maybe when the Geographic Area moves to PL-2, the Director would be able to take an assignment. If an opportunity arises, the Director will put together a conference call with the SWCG to discuss.
- The format used during MAC calls was also discussed. **Decision:** Bill will talk with Dave Cummings about the presentation of the call and its format.
- The MAC Group would like to see a better structure designed for discussion of 'resources' on the call. **Decision:** Dugger will develop an outline.
- Need to get the IC reporting format/outline to the Type 2 IC's so they have the same reporting structure. (Format is posted to MAC Group website.)
- Kirk would like to know if the MAC Group needs a coordinator/facilitator for the call or can the Chair lead the discussion.

ARIZONA INTERAGENCY COORDINATING GROUP (AICG)

The AICG Charter needs to be reviewed to determine if they are staying within their guidelines. AICG is wondering if they have been too involved in the FPU/FPA study. If the existing AICG charter is endorsed by the SWCG, then there should be a signature from the SWCG Chair. Bill drew a diagram on a flip chart showing the organizational structure of the AICG. This structure should be added to the AICG Charter. **Decision:** SWCG members need to review and approve for Chair signature. Jay to post to SWCG website once final charter is approved.

SWCG COMMITTEES

Pam suggested a SWCG review and clean-up all committees and either make them current or disband them. A suggestion was also made to activate the Aviation Committee. **Decision:** Dugger to ask Mike Hanneman, COF, about the on-goings of the Communications Committee. SWCG members will provide Bill with names in order to activate the Aviation Committee. Jay will bring to the next SWCG meeting a list of current committees, their charters and current members. New liaisons will be assigned as needed.

SWCC DEPUTY CENTER DIRECTOR POSITION

SWCG agrees a GS-12 Deputy position is needed in SWCC to take some of the burden off the Center Director. The NPS has an approved position description, but needs another agency to announce and fund the position. Due to budgetary constraints among all agencies, the SWCG decided when the next Coordinator position in SWCC becomes open the hosting agency will replace or upgrade the position to the Deputy level.

SWCC CENTER DIRECTOR PERFORMANCE APPRAISAL

Decision: SWCG members need to get their appraisals back to Bob. Bob will e-mail the evaluation form to all members.

FIRE USE TRAINING ACADEMY

BLM National Group made the decision to fund FUTA direct. Bob Lee stopped this from occurring and stated to them the money and any direction needs to go through SWCG. FUTA is chartered by SWCG, but if the National Group would like to take the program over, then this needs to be worked out. National Fuels Group would like

to put both FUTA and PFTC under their ownership so they can coordinate the two units better. The SWCG believes they need ownership of FUTA because of all the Southwest Area specific training, etc. National Office is saying they have \$1M to help with the management of FUTA. They are willing to accept the SWCG Charter, but for FUTA to receive the \$1M there are some requirements that must be met, such as receiving a certain number of students annually from areas other than the Southwest. The SWCG believes the Washington Office should provide the funding, but the Geographic Area manages the funds and the program.

The FUTA Steering Committee is an integral part of the management of FUTA and should handle all tactical components of operating FUTA, while the SWCG will handle the strategical components. Curriculum issues should be developed by the FUTA staff and reviewed by the Steering Committee. Leon Ben, FUTA Steering Committee Chair, was advised he is empowered by the SWCG to run the committee. As part of this, Leon requested approval procedures for allowing The Nature Conservancy to participate in FUTA training. It was determined that SWCG is the approving body. Kirk suggested a review of roles and responsibilities for all positions associated with FUTA, and the SWCG insure these roles are followed.

Decision: Bill will find out when the next meeting of the National Fuels Group will be held. Someone from the SWCG will attend to discuss the various coordination issues related to FUTA, or draft a letter to the group requesting they follow the structure established by the SWCG.

SATELLITE IMAGERY

Steve Pedigo, Commercial Contractor, provided a presentation to the SWCG using satellite imagery. The presentation was well received and was felt that it could be highly useful to the Southwest. **Decision:** Nancy will write a FEMA grant application for the Southwest once she receives the approval from FEMA.

FIRE PLANNING ANALYSIS / FIRE PLANNING UNITS

Bob provided the SWCG with a FPA Charter for review. The gist of the Charter states the FPA group will be the strategic planners and the FPU members will be primarily tactical planners. **Decision:** SWCG members review the draft charter and provide feedback to Bob by 7/23.

THREE TIER DISPATCH ORGANIZATION

A discussion was held on the process used to evaluate the current dispatch system and the movement toward a three-tier system. It was determined that the SWCG needs to formulate a committee with a "clean slate" to evaluate and make new recommendations. SWCG members need to review the documentation submitted by Dugger. **Decision:** Set aside 4-hours on the agenda for the next meeting to put together a final request that will be presented to a committee for final formulation.

HOPI AGENCY HOTSHOT CREW PROPOSAL

Decision: The SWCG will send a letter of endorsement to BIA Western Regional Office, supporting the creation of a hotshot crew on the Hopi Agency.

The next meeting of the Southwest Coordinating Group is scheduled for August 18-19, 2004 in Santa Fe, NM. Suggested agenda topics:

- Three-Tier Dispatching, 4 hours
- Discussion with IC's and Zone Chairs, season review, etc... 1 hour
- FUTA, 1 hour
- SWCC Budget, .5 hours
- FPA Update, .5 hours
- Lessons Learned, 1 hour
- SWCC Center Directors Performance, .5 hours

The meeting adjourned at 1200, July 14, 2004.

/s/ Bill Waterbury

Chair

Southwest Coordinating Group

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